



## Foreign Affairs Handbook

### 4 FAH-3 – Financial Management Procedures Handbook

**Change Transmittal:** FMP-66

**Date:** September 20, 2011

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## 4 FAH-3 H-160 FUNDING MATRICES

### Changes

1. This transmittal letter issues the new Funding Matrices subchapter H-160, formerly unassigned. It provides guidelines to posts and domestic offices on using funds allocated to support Department programs.
2. **Change Transmittal** has replaced the term, Transmittal Letter. Change Transmittal was selected as being more appropriate in this age of electronic information transmission. The FAM volume's transmittal acronym and numerical series remains in place.
3. Material in the next update will appear in *italic dark magenta*. Other than formal titles, the italic will be removed the next time the material is updated.
4. Officers are reminded that Department-issued materials not codified in the Foreign Affairs Manual or its supplemental Foreign Affairs Handbook series generally have no regulatory validity (see 2 FAM 1115.2).

### Filing Instructions for Paper Copies

1. Remove and discard old page 4 FAH-3 H-160 through H-190 Unassigned (CT:FMP-40, 06-18-2007; 1 page) and replace it new subchapter 4 FAH-3 H-160 and page 4 FAH-3 H-170 through H-190 Unassigned (12 pages, total).
2. After inserting the material in the binder, insert this change transmittal immediately following the CT Checklist, then fill in the entry line for CT:FMP-66, and initial.

## Distribution Notice

1. The Foreign Affairs Manual and Handbooks (unclassified) official version can be found on the State Department's Intranet site.
2. All posts and offices keeping paper versions of the Foreign Affairs Manual are responsible for maintaining the FAM on a current basis (see 2 FAM 1116.5).
3. Use **KFAM** and **AINF** TAGS on **all** communications on FAM/FAH issues; direct questions concerning issuance, validity, and updating to A/GIS/DIR. Direct questions concerning substance and interpretations to the office indicated at the end of this change transmittal.

**(RM/BP)**